

**Community Preservation Committee
Wednesday, April 19, 2023
Hybrid Meeting Minutes**

PRESENT:

Joseph Sheehan, Chair (In person)

Catherine Walsh, Vice Chair (In person)

Cheryl Doyle (In person)

Maria Gallesyan (Remote)

Joseph Greeley (In person)

Patricia Griffin Starr (In person)

John Hall (Remote)

Kristen Phelps, Community Preservation Coordinator (In person)

Emily Manning, Recording Secretary (Remote)

ABSENT:

Julie Barbour-Issa

Matt Lane

CALL TO ORDER:

The meeting was called to order at 5:30 P.M.

COOPER PARK PURCHASE & DESIGN PROJECT – USE OF REMAINING FUNDS:

Holly Jones, Norwood Conservation Agent, spoke to the group. She was requesting to use the remaining funds in the CPA project budget for the Saint Street Lot acquisition (approximately \$11,700) to conduct soil characterization at the site. This step was recommended by the Cooper Park design consultants to confirm that there are no hazardous materials present. Hazardous materials are not expected to be an issue with respect to the final recreational use of the site; however, contaminants in the soil could pose a risk to construction workers on the site. Additionally, if soils have to be disposed of off-site, a soil analysis will be necessary for proper disposal.

The proposed work is expected to cost approximately \$15,000. Holly Jones confirmed that any expenses exceeding the amount spent from the CPA budget will be covered by the Community Development Department. Ms. Jones noted that efforts had been made to see if a soil analysis was conducted as part of the due diligence preceding the purchase; however, it appears this was not previously completed. She noted that this type of analysis is often undertaken prior to acquiring property. Questions about the scope and rationale for the testing recommendation were asked and answered. Discussion as to whether this work should be considered part of the preliminary design activity scoped in the original project appropriation followed.

MOTION to allow the use of up to \$11,700 from the original Cooper Park project budget (Saint Street Lot Acquisition & Design) for the purposes of conducting soil analysis as part of preliminary design activities by Patricia Griffin Starr. Seconded by Joe Greeley.

Roll Call Vote:

John Hall: **Aye**

Patricia Griffin Starr: **Aye**

Joe Greeley: **Aye**

Maria Gallesyan: **Aye**

Cheryl Doyle: **Aye**

Catherine Walsh: Aye

Joseph Sheehan: Aye

Result: 7-0-0 (Approved)

TOWN MEETING MATERIALS – REVIEW & DISCUSSION:

The group discussed the draft Town Meeting motions. A review of the structure of motions was provided and CPC members indicated their comfort level with the motions as written for each of the projects. Discussion about what information to include in public presentations followed.

PROJECT UPDATES:

Ms. Phelps provided updates on various projects to the group.

The Town Hall Rendering and Annual Town Reports preservation projects have been completed. The latter fully exhausted the project budget and there is \$85 of unexpended funds in the former.

Final elements of the Alevisos Pavilion project have been delayed due to pending work on Endicott Street that will impact the creation of accessible parking spots (which are expected to be constructed as part of the larger street improvements in this area). DPW Director Mark Ryan reported that the MA DOT permit for work on Endicott Street has been issued and the work now needs to be scheduled with the contractor.

Recreation Superintendent, John Kinney reported that he is looking into the required sign acknowledging CPA funding for the rehabilitation of the Murphy Field Basketball Courts. This is the last piece of that project and there will be funds remaining in the project budget that will be returned to the Open Space & Recreation Reserve Fund.

FINANCE REPORT:

Mr. Greeley explained the FY24 Revenue Projections (which inform the amounts to be appropriated in Article 8 of the 2023 Annual Town Meeting warrant) and reviewed the financial PowerPoint that was shared with the group prior to the meeting. He also walked through the monthly CPA financial report, noting the minor changes to the format.

OTHER BUSINESS:

Ms. Gallesyan spoke to the work that she and Julie Barbour-Issa's had undertaken on the CPC Facebook page. They have been collaborating on creating posts for the projects being proposed to Town Meeting and will focus on ongoing and completed projects after ATM. Cheryl Doyle suggested capturing before/during/after photos, especially for larger projects. The group discussed ideas for future posts on the Facebook page.

Ms. Phelps noted that a placeholder meeting for May 8, 2023 (prior to the Annual Town Meeting) is on the schedule in the event that action is needed prior to Town Meeting; however, it is unlikely that this meeting will be needed. Joe Greeley informed the Committee that he and Kristen Phelps would be meeting with the Finance Committee later in the week to review the CPC articles and motions.

ADJOURNMENT:

MOTION to adjourn the meeting made by Cheryl Doyle. Seconded by Patricia Griffin Starr.

Roll Call Vote:

Catherine Walsh: Aye

Cheryl Doyle: Aye

Maria Gallesyan: Aye

Joe Greeley: Aye
Patricia Griffin Starr: Aye
John Hall: Aye
Joseph Sheehan: Aye

Result: 7-0-0 (Approved)

The meeting was adjourned at 6:18 P.M.

Minutes respectfully submitted by Emily Manning and Kristen Phelps